



November 13, 2017

The Honorable Mitch McConnell  
Attn: Ms. Elizabeth Strimer  
United States Senate  
Washington, DC 20510

Dear Senator McConnell:

Thank you for your letter dated October 11, 2017, regarding the future of the U.S. Department of the Treasury - Internal Revenue Service (IRS) Submission Processing Center located at 200 West 4<sup>th</sup> Street in Covington, KY.

As you stated in your letter, IRS announced in 2016 its plans to close the Submission Processing Center in 2019. IRS expects to report this facility as excess to the U.S. General Services Administration (GSA) by January 2020. At this time GSA does not believe the Federal Government will have a need for the approximately 423,000 gross-square-foot facility. Therefore, GSA plans to dispose of it and make this property available for non-Federal use.

GSA's real property disposal process typically takes approximately a year. In view of the planned January 2020 release date by IRS, GSA plans to begin the disposal process in early 2019. GSA will communicate with the City and County to coordinate its efforts on the disposition of this property. More information on the disposal process can be found at <https://www.gsa.gov/real-estate/real-estate-services/real-property-real-estate-buildings-disposal/the-disposal-process>.

If you have any additional questions or concerns, please contact me at (202) 501-0563.

Sincerely,

(b) (6)

P. Brennan Hart III  
Associate Administrator

cc: Mr. Leonard Oursler, IRS



November 13, 2017

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Sincerely,

(b) (6)

P. Brennan Hart III  
Associate Administrator

cc: Mr. Leonard Oursler, IRS

**Congress of the United States**  
**House of Representatives**  
Washington, DC 20515-3226

February 26, 2018

Hon. John A. Sarcone, III  
Regional Administrator  
General Services Administration  
One World Trade Center  
55th Floor, Room 55W09  
New York, NY 10007

**Re: A new day for the U.S. Peace Bridge Plaza through new technology**

Dear Administrator Sarcone:

Substantial progress has been made in the redevelopment of the Peace Bridge between Buffalo, New York and Fort Erie, Ontario in recent years, including the new \$50 million Canadian plaza completed in 2007, \$57 million in new improvements to the U.S. bridge approaches completed last year, the widening of the bridge landings on each side, and the \$80 million reconstruction of the main deck, which is currently underway. Despite this progress, the cramped and outdated U.S. plaza remains a disgrace and an embarrassment. Efforts to improve the U.S. plaza have been inhibited by the insurmountable conflicts between the legitimate operational requirements of U.S. Customs and Border Protection and the requirements of Canadian law and the Canadian Constitution inherent in previously proposed pre-clearance and pre-inspection regimes which aimed to shift CBP officers from the cramped U.S. plaza to the much-less-constrained Canadian plaza.

Today is a new day, however. U.S. Customs and Border Protection, together with the Public Bridge Authority, are advancing a series of initiatives which would use new technology to achieve all the benefits of previously proposed pre-clearance and pre-inspection schemes without running afoul of Canadian law or the Canadian Charter of Rights and Freedoms. These improvements, which together constitute phase two of the Pre-Arrival Readiness Evaluation (PARE) initiative, will not only clear the way for the long-stalled redevelopment of the U.S. plaza, they will make the Peace Bridge, already the busiest northern border crossing by some measures, the most secure of all northern border crossings, achieving the goal of 100% Non-Invasive Inspection (NII) for the first time.

CBP and PBA propose to shift existing and new electronic inspection equipment from the Buffalo Plaza to the Canadian plaza, while not shifting any CBP personnel to Fort Erie. The equipment to be deployed would include the devices which detect radioactive materials, equipment which scans vehicles for other contraband, and new facial-recognition cameras which will create comprehensive biometric logs, meeting one of the unfulfilled mandates set forth by the National Commission on Terrorist Attacks Upon the United States (the 9/11 Commission). Shifting this equipment to Canada will free up enough real estate on the U.S. side to eliminate the extant conflicts between cargo and passenger vehicle traffic, and

will allow CBP officers to devote their attention more fully to problem conveyances, and spend less time processing paperwork for legitimate commerce.

GSA will play a key role in the development of the new U.S. plaza made possible by phase two of the PARE initiative, and that is why we write to you today. GSA will be central to the environmental review for new U.S. plaza construction mandated by the National Environmental Policy Act as well as the reworking of the lease arrangements for the plaza on behalf of CBP. Given the importance of this project to the national security and the economic interests of the United States, we write today to request that GSA expedite its handling of the lease negotiations and environmental reviews associated with this project, while still meeting its obligations under the law. Put differently, given its importance, we request that the agency place this project on the "front burner," with attention from top staff who are empowered to make decisions and quick turn-around and resolution of issues as they will necessarily arise in an initiative of this scope and complexity. To that end, we invite you to visit the Peace Bridge with us in the near future to discuss GSA's role in the new U.S. plaza for the Peace Bridge. We are confident that GSA will be a real partner in the effort to push this project forward in order to advance the security and economic interests of the United States.

Thank you very much for your leadership and your service to the United States of America.

Sincerely,

A handwritten signature in blue ink that reads "Brian Higgins" with a stylized flourish at the end.

Brian Higgins  
Member of Congress

A handwritten signature in blue ink that reads "Chris Collins" in a cursive style.

Chris Collins  
Member of Congress



Theresa Ottery - H1E &lt;theresa.ottery@gsa.gov&gt;

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**Fwd: Joint letter to RA from US Rep's Higgins and Collins re Peace Bridge project**

1 message

**Erin Mewhirter - S** <erin.mewhirter@gsa.gov>

Thu, Mar 1, 2018 at 4:44 PM

To: Executive Secretariat &lt;executive-secretariat@gsa.gov&gt;

Cc: Larnell Exum - S &lt;larnell.exum@gsa.gov&gt;, Antoinette Reaves &lt;toni.reaves@gsa.gov&gt;

ExecSec - please control the attached to PBS for AA Hart's signature. Thanks. Erin

----- Forwarded message -----

From: **Stephen Ronaghan - S** <stephen.ronaghan@gsa.gov>

Date: Thu, Mar 1, 2018 at 4:26 PM

Subject: Fwd: Joint letter to RA from US Rep's Higgins and Collins re Peace Bridge project

To: GSA Congressional Affairs &lt;GSACongressionalAffairs@gsa.gov&gt;, "Michael Gurgo (S)" &lt;michael.gurgo@gsa.gov&gt;, Erin Mewhirter - S &lt;erin.mewhirter@gsa.gov&gt;, John Sarcone - 2A &lt;john.sarcone@gsa.gov&gt;

I received the attached letter from R2 Regional Administrator John Sarcone, signed by Members of Congress Brian Higgins NY26 and Chris Collins NY27. As per instructions I am forwarding the email and attachment to Congressional Affairs..

----- Forwarded message -----

From: **John Sarcone - 2A** <john.sarcone@gsa.gov>

Date: Tue, Feb 27, 2018 at 2:41 PM

Subject: Joint letter to RA from US Rep's Higgins and Collins re Peace Bridge project

To: Stephen Ronaghan - S &lt;stephen.ronaghan@gsa.gov&gt;

Stephen, nice to meet you today and to chat about the attached letter. Please share whatever information you have regarding the congressional delegation in R2 with Alison who is copied here so that i may schedule some meetings.

Regards, John

--

John A. Sarcone, III  
Regional Administrator  
U.S. General Services Administration  
Northeast & Caribbean Region  
1 World Trade Center (Freedom Tower)  
New York, New York 10007  
[212-264-2600](tel:212-264-2600)

--

Stephen A. Ronaghan  
Congressional Services Representative  
Office of Congressional and Intergovernmental Affairs  
US General Services Administration  
Office: [212-264-8252](tel:212-264-8252) | Mobile: (b) (6)

--

Erin Mewhirter  
Director of Congressional Operations  
Office of Congressional and Intergovernmental Affairs  
U.S. General Services Administration

[www.gsa.gov](http://www.gsa.gov)



**February 26 joint gsa peace bridge letter.pdf**  
378K



Larnell Exum - S &lt;larnell.exum@gsa.gov&gt;

**Re: Saul, Jessica - action required - part 2 re: Collins CC039174 Fwd: Congressional Inquiry - Rep. Chris Collins, NY 27**

1 message

**Jessica Jennings - S** <jessica.jennings@gsa.gov>

Thu, Sep 27, 2018 at 10:33 AM

To: Erin Mewhirter - S &lt;erin.mewhirter@gsa.gov&gt;

Cc: Saul Japson - S &lt;saul.japson@gsa.gov&gt;, Andrew Blaylock - S &lt;andrew.blaylock@gsa.gov&gt;, Larnell Exum - S &lt;larnell.exum@gsa.gov&gt;

DHS said they are handling this. So we should be all good. Thanks

Jessica Jennings  
Congressional & Intergovernmental Affairs  
U.S. General Services Administration  
(b) (6) (c)

On Mon, Sep 24, 2018 at 11:59 AM Jessica Jennings - S &lt;jessica.jennings@gsa.gov&gt; wrote:

I've reached out to DHS. I realized I also reached out to them almost a month ago about this issue but never heard back. I will give them a call this week if no response.

Thanks

Jessica Jennings  
Congressional & Intergovernmental Affairs  
U.S. General Services Administration  
(b) (6)

On Wed, Sep 19, 2018 at 10:39 AM Erin Mewhirter - S &lt;erin.mewhirter@gsa.gov&gt; wrote:

Thanks, Jessica. (b) (5)

(b) (5)

Thanks. Erin

On Wed, Sep 19, 2018 at 10:22 AM Jessica Jennings - S &lt;jessica.jennings@gsa.gov&gt; wrote:

Erin - (b) (5)

(b) (5)

Thank you

Jessica Jennings  
Congressional & Intergovernmental Affairs  
U.S. General Services Administration  
(b) (6) (c)

On Wed, Sep 19, 2018 at 10:11 AM, Saul Japson - S &lt;saul.japson@gsa.gov&gt; wrote:

Yes, I agree with your read. Will DHS take back the letter or can we just refer it back to them?

On Tue, Sep 18, 2018 at 3:28 PM, Jessica Jennings - S &lt;jessica.jennings@gsa.gov&gt; wrote:

Hey Saul - My interpretation of the letter is that (b) (5)

(b) (5)

(b) (5)

I know you said (b) (5)

(b) (5)

I believe (b) (5)

Let me know what you think.

Thanks

Jessica Jennings  
Congressional & Intergovernmental Affairs  
U.S. General Services Administration  
(b) (6) (c)

On Fri, Sep 14, 2018 at 1:11 PM, Erin Mewhirter - S <[erin.mewhirter@gsa.gov](mailto:erin.mewhirter@gsa.gov)> wrote:  
Can you all follow-up with Ronaldo on this? Thanks. Erin

----- Forwarded message -----

From: **Erin Mewhirter - S** <[erin.mewhirter@gsa.gov](mailto:erin.mewhirter@gsa.gov)>  
Date: Fri, Sep 7, 2018 at 5:04 PM  
Subject: Saul, Jessica - action required - part 2 re: Collins CC039174 Fwd: Congressional Inquiry - Rep. Chris Collins, NY 27  
To: Saul Japson <[saul.japson@gsa.gov](mailto:saul.japson@gsa.gov)>, Jessica Jennings - S <[jessica.jennings@gsa.gov](mailto:jessica.jennings@gsa.gov)>  
Cc: Larnell Exum - S <[larnell.exum@gsa.gov](mailto:larnell.exum@gsa.gov)>, Antoinette Reaves <[toni.reaves@gsa.gov](mailto:toni.reaves@gsa.gov)>, LaVerne Jordan <[laverne.jordan@gsa.gov](mailto:laverne.jordan@gsa.gov)>, Brenda Short <[brendaa.short@gsa.gov](mailto:brendaa.short@gsa.gov)>

Per Larnell's email earlier re: Collins CC039174, please see your comments, Saul, below from last month concerning this control. (b) (5)

Please discuss directly with the RC in P1, Glenn Rotando. (b) (5)

After discussing with Glenn, please let us know what the decision is.

Thanks. Erin

----- Forwarded message -----

From: **Saul Japson - S** <[saul.japson@gsa.gov](mailto:saul.japson@gsa.gov)>  
Date: Wed, Aug 8, 2018 at 4:21 PM  
Subject: Re: Congressional Inquiry - Rep. Chris Collins, NY 27  
To: Larnell Exum - S <[larnell.exum@gsa.gov](mailto:larnell.exum@gsa.gov)>  
Cc: Jeff Post - A <[jeffrey.post@gsa.gov](mailto:jeffrey.post@gsa.gov)>, Andrew Blaylock - OCIA <[Andrew.blaylock@gsa.gov](mailto:Andrew.blaylock@gsa.gov)>, Jessica Jennings - S <[jessica.jennings@gsa.gov](mailto:jessica.jennings@gsa.gov)>, Erin Mewhirter - S <[erin.mewhirter@gsa.gov](mailto:erin.mewhirter@gsa.gov)>, Antoinette Reaves - S <[toni.reaves@gsa.gov](mailto:toni.reaves@gsa.gov)>, LaVerne Jordan - S <[laverne.jordan@gsa.gov](mailto:laverne.jordan@gsa.gov)>, Brenda Short - S <[brendaa.short@gsa.gov](mailto:brendaa.short@gsa.gov)>

Not sure who in PBS read this letter. The issue is (b) (5). I have read the letter (b) (5)

Since we are DHS's landlord, I can understand why this letter is sent to GSA for response.

On Wed, Aug 8, 2018 at 3:51 PM, Larnell Exum - S <[larnell.exum@gsa.gov](mailto:larnell.exum@gsa.gov)> wrote:  
Saul, et al,

(b) (5)

(b) (5)

Recommend (b) (5)



Regards,

Larnell B. Exum  
Executive Response Specialist  
Office of Congressional and Intergovernmental Affairs  
General Services Administration  
Direct 202-969-4100

----- Forwarded message -----

From: **McNerney, George** <[George.McNerney@mail.house.gov](mailto:George.McNerney@mail.house.gov)>  
Date: Mon, Aug 6, 2018 at 12:11 PM  
Subject: Congressional Inquiry - Rep. Chris Collins, NY 27  
To: "[gsacongressionalaffairs@gsa.gov](mailto:gsacongressionalaffairs@gsa.gov)" <[gsacongressionalaffairs@gsa.gov](mailto:gsacongressionalaffairs@gsa.gov)>

Good Afternoon,

Please find attached a response to a congressional inquiry that was forwarded to The Department of Homeland Security. Congressman Collins has requested that I reach out to the General Services Administration to find a status on this inquiry. The basis of this inquiry comes from Niagara County Legislator Clyde Burmaster, he contacted Congressman Collins in regards to the possible sale a vacant school building in the Town of Porter to the Department of Homeland Security. If you could please investigate this matter and indicate if this property is of interest to GSA and Homeland Security it would be greatly appreciated.

If you have any questions or require further documentation please contact me at 716-634-2324.

Thank you for your assistance.

Best,

**George McNerney**

*Field Director*

Congressman Chris Collins, NY-27

2813 Wehrle Drive, Suite 13 |Williamsville, NY 14221

(716) 634-2324 Office | (716) 631-7610 Fax

*Vision: The United States of America will reclaim its past glory as the **Land of Opportunity**, restoring the promise of the **American Dream**, for our children and grandchildren.*

--

Erin Mewhirter  
Director of Operations  
Office of Congressional and Intergovernmental Affairs  
U.S. General Services Administration

[www.gsa.gov](http://www.gsa.gov)

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Director of Operations  
Office of Congressional and Intergovernmental Affairs  
U.S. General Services Administration

[www.gsa.gov](http://www.gsa.gov)



Homeland  
Security

May 10, 2018

Mr. Saul Japson  
Acting Associate Administrator  
Office of Congressional and Intergovernmental Affairs  
United States General Services Administration  
1800 F Street, NW,  
Washington, DC 20405-0001

Dear Acting Associate Administrator Japson:

We are forwarding correspondence we received from Representative Chris Collins on behalf of Niagara County Legislator Clyde Burmaster who would like to discuss the possible sale of a vacant school building in the Town of Porter which is within the Congressman's congressional district for the purpose of an active shooter training facility.

Since this matter involves an issue under the jurisdiction of the General Services Administration (GSA), rather than the Department of Homeland Security, it would be appropriate for GSA to respond.

Thank you for your assistance in responding to Representative Chris Collins.

Respectfully, *A*

(b) (6)

David Wonnenberg  
Acting Assistant Secretary for Legislative Affairs

Enclosure

cc: Representative Chris Collins

APR 18 2018



**CLYDE L. BURMASTER**  
Vice Chairman

**NIAGARA COUNTY LEGISLATURE**  
**LOCKPORT, NEW YORK**

**DISTRICT OFFICE**  
2512 Parker Road  
Ransomville, New York 14131  
(716) 791-3111

**LEGISLATIVE CHAMBERS**  
Court House  
Lockport, New York 14094  
(716) 439-7000  
(716) 439-7124 (fax)

Hon. Chris Collins  
2813 Wehrle Dr., Suite 13  
Buffalo, N.Y. 14221

April 13, 2018

Dear Chris:

No topic or issue today demands the attention and importance than the safety of our citizens. We are in a war coming at us from many points and threatening our hope for Life, Liberty and the Pursuit of Happiness.

Our federal officials led by President Trump have promised increased funding to our Military and Homeland Security for training that will address a variety of defenses possible in the event of a hostile action from within and from without our borders.

As elected leaders, we have a responsibility to do all we can to insure maximum safeguards are in place, whether it be action or reaction, response or prevention initiatives so we all can carry on daily activities without fear.

Recognizing all this and being ever vigilant, citizens of the Town of Porter are dealing with the problem of what do we do with a perfectly great condition former grade school which has sat idle for the past 3 yrs, the Stevenson Elementary School of the Wilson Central School District.

I spoke to several people and officials about an idea I had after seeing the Niagara County Sheriffs using the vacant school for active shooter training there. What a perfect fit for that and SRO as well as all types of Terrorism. The closest State facility is Oriskany N.Y., a long way from Western New York.

Perfect building, needing little retrofitting, 53,000 sq ft, 13 acres with plenty of parking, large wooded area for tactical exercises, landing area for helicopter, 4 miles North to Rte 18 Lake Road, 4 miles South to Rte 104 Ridge Rd., 10 miles from Niagara Falls International Airport and military base, 12 miles to Canada (possible cross country training), 2 miles to Air Force reserve training grounds and shooting range, makes sense to be repurposed here for many more reasons as well.

At a meeting of several Law Enforcement and Emergency Service officials, we made a presentation covering numerous reasons why this property would make an excellent base for such as a Northeast Law Enforcement and Emergency Service Training Facility. Attending were Gilbert McNerney, Niagara County Sheriff and Undersheriff, 2 NYS Police, Representatives from Senator Ortt and Mike Norris,

Town of Porter Supervisor Duffy Johnston and a Councilman and staff, Niagara County Emergency Service and Public Works Commissioner, Wilson School Board and some school officials.

After the presentation, a show of hands produced unanimous support to proceed further with approach to you and Homeland Security for consideration of this being a Federally owned and operated training facility. Everyone thought this was excellent adaptive reuse of the property, great shared services and a commitment to the promise of Federal support

Enclosed are some reference materials from the meeting and we would like to invite you to a tour here with our Sheriff's Dept helicopter picking you up in Buffalo, coming to the site for an aerial view. It would land on the school grounds where we would give you a tour of the building, then back to Buffalo.

Chris, we thank you for your time and consideration of this worthy venture and would be happy to arrange this visit. Please have Mike Cracker call me at 716-622-2221 to let me know how we can move this forward.

Yours truly

(b) (6)

Clyde L. [redacted]

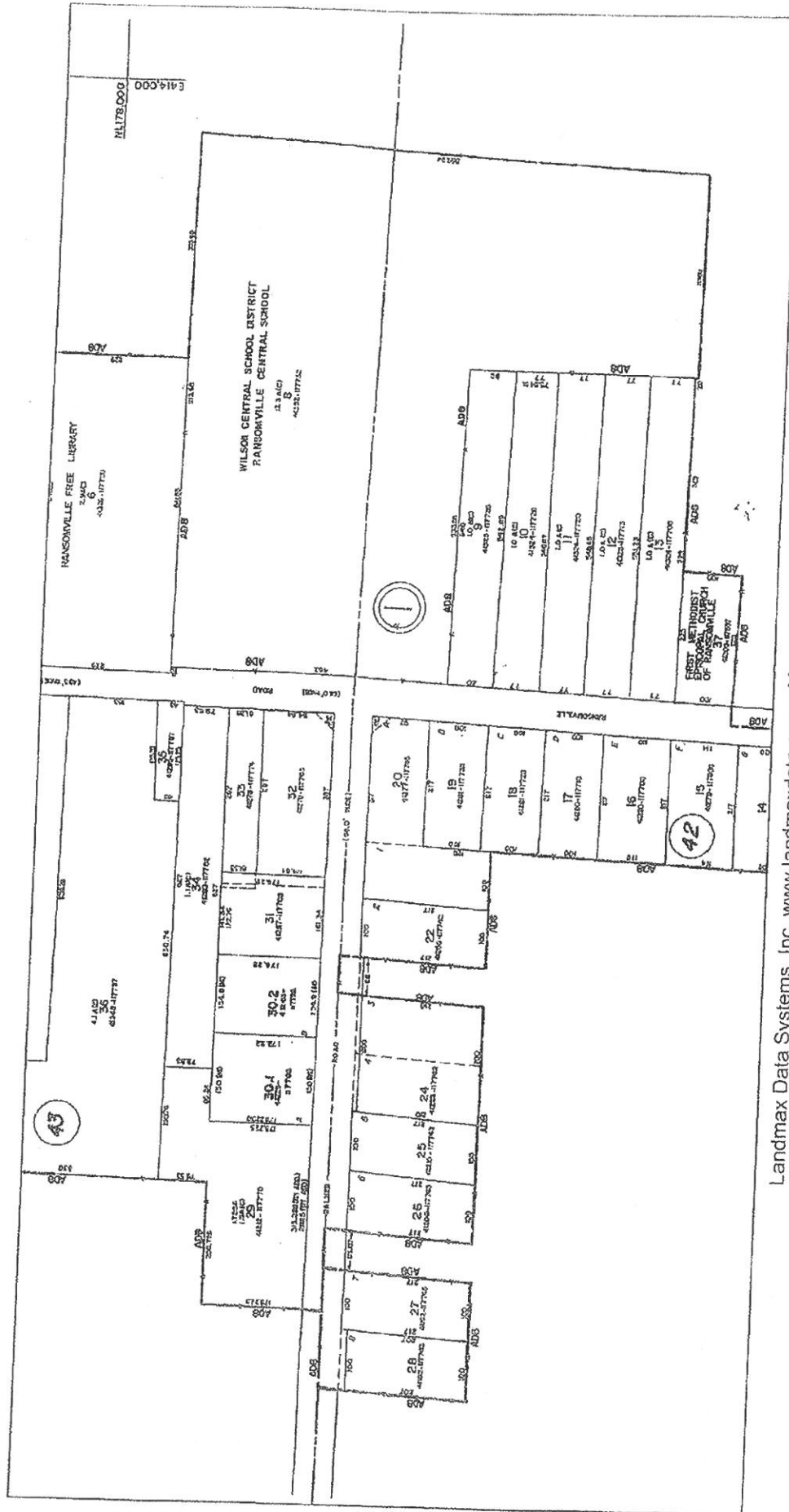
# FEASIBILITY OF A NORTHEAST POLICE & FIRE TRAINING FACILITY

Safety & security of our country demands every reasonable effort to assure we are ready to respond as quickly and proactively to any and every threat. Response training is needed immediately! Siting a facility here in an almost ready facility saves time and saving time saves lives.

## Reasons supporting converting this school into a training center

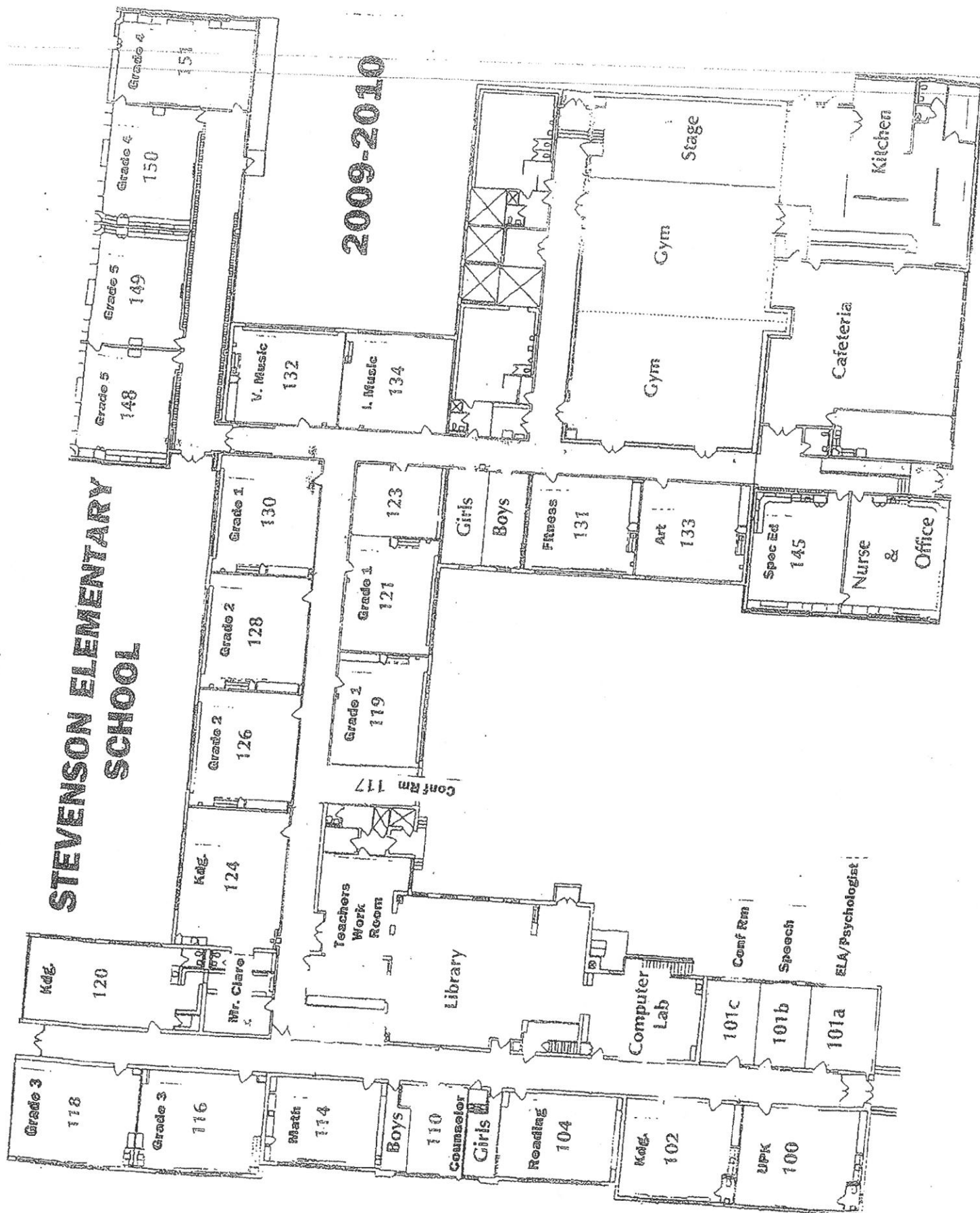
1. **Excellent building** available immediately. 5,399 sq. ft. with ample parking area. Located on 13 acres with large wooded area for tactical training. Ample room to land helicopter.
2. **12 miles to Niagara Airbase** for quick deployment.
3. **4 miles north & south to major highways** Ridge Road Rte. 104 and Lake Road Rte. 18 & 4 miles to Lake Ontario.
4. **Possible expansion** for use in water situations at Youngstown, Wilson, Olcott.
5. **Could be used for local & distant law enforcement and emergency responders** such as State Police, Sheriffs, FBI, Border Patrol, Homeland Security. With proximity to Canada, could possibly become international training.
6. **Existing facility is in great shape.** Single story, new roof, numerous classrooms which could be easily divided in to dorm rooms & could be used to house out of town trainees. Sizeable gym / auditorium, excellent kitchens / dining room, school closed three years but continuously maintained and ready for new tenant.
7. **Local amenities** - Full service bank, full service Post Office, Rite-Aid Pharmacy, Volunteer Fire Department, Library, gasoline & convenience store, 3 churches, Large new & used car dealer, 3 pizza shops, 2 restaurants, national hardware store, barber shop, ALL within walking distance! 10 minutes to a hospital.
8. **Location has more to offer** with proximity to foreign country & large population base taken only state training center in Oriskany, NY.
9. **Attractions.** The Niagara Falls, the Erie Canal, Lockport Locks, world-class salmon & trout fishing, Old Fort Niagara, Class 5 rapids Jet Boat rides, Wine Trail & hundreds more.
10. **Economy.** Would create as well as bring new jobs & with that increased sales tax dollars & property taxes.
11. **Funding Sources.** Due to scope (include out of state) the most likely source to obtain ownership of the property would appear to be Homeland Security.

DO WE WANT THIS PROPOSAL ?



# STEVENSON ELEMENTARY SCHOOL

2009-2010





General Property Description

Prop. Address: RANSOMVILLE RD  
 Municipality: Town of PORTER  
 Owner: WILSON CENTRAL SCHOOL DIST  
 Tax / Map Acct#: (b) (4)  
 Owner 2:  
 Print Key: 62.18-1-8  
 Owner Mailing: PO BOX 648  
 Deed Book / Page:  
 WILSON, NY14172  
 Sub Div:  
 Misc:

Town Swis Code: 293489 / NIAGARA COUNTY

School Dist: WILSON

School Code: 294201

Phone Number:

Structural Characteristics

Bldg Sq Feet: 56000	Built: 0	Uses As 1: AGRICULTURAL
1st Floor: 0	Story Height: 22	Uses As 2: AGRICULTURAL
2nd Floor: 0	Heat:	No. Of Bldgs:
House Type:	Fireplaces: 0	Residential Units: 0
Bedrooms: 0.0	Fuel:	Exterior:
Bath: 0.0	Water: PUBLIC	Garage: 0
Basement:	Sewer: PRIVATE	Number Stories: 1.0
Basement SF: 0	Utilities: GAS & ELEC	Central Air: NO
Improve 1 / YR: PAVNG,ASPHLT	Size 1: 28000 X 6	Total SqFT 1: 168000
Improve 2 / YR: TENNIS,ASPH 1965	Size 2: 100 X 40	Total SqFT 2: 4000
Improve 3 / YR:	Size 3: 0 X 0	Total SqFT 3: 0
Improve 4 / YR:	Size 4: 0 X 0	Total SqFT 4: 0

Land Characteristics

Acreage: 13.30	Land SqFt: 579348	
Class Code: 612	Class Name: SCHOOL	Lot Size: 462 X 951
East / Longitude: 1061877 / -78.907599	North / Latitude: 1177557 / 43.2313326	

Tax / Assessment Data

Tax / Map Acct #: (b) (4)	School Tax: \$64,274.86
Total Assessment: \$2,500,000.00	County Tax: \$29,623.96
Land: \$80,900.00	STAR Exemption: 2,500,000
Old Assessment: \$0.00	Account #: 0

Sales Information

Sales Price:	Sales Date:	Grantor:	Deed Book / Page:	Deed Type:	Deed Valid:	ARMS Length:
\$0.00	//		/			

# LOCATION OF PROPOSED NORTHEAST POLICE & FIRE TRAINING FACILITY








# Untitled Map

Write a description for your map.

## Legend

-  Motor Clinic
-  Ransomville Free Library
-  W H Stevenson Elementary School



Google Earth

© 2007 Google

Ransomville Rd



March 11, 2019

The Honorable Mike Lee  
United States Senator  
Attn: Mr. Justin Anthony  
125 South State St., Suite 4225  
Salt Lake City, UT 84138

Dear Senator Lee:

Thank you for the email from your office dated December 21, 2018, on behalf of your constituent (b) (6) Niche Associates, Inc. (Niche). Your office asked the U.S. General Services Administration (GSA) how long Niche would need to wait before submitting an offer for a new Professional Services Schedule (PSS) contract.

Because Niche's previous PSS (formerly Schedule 874) contract was allowed to expire due to no sales, Niche will need to wait 12 months from the date its previous contract expired.

Specifically, SCP-FSS-001-N(d) requires a vendor to wait 12 months from the date its contract was allowed to expire if the vendor's contract was allowed to expire due to low or no sales. I have enclosed a copy of this provision.

Niche did not meet the minimum sales provision<sup>1</sup> in its contract for the 12-month periods ending in December 2017 and December 2018. As a result, GSA allowed Niche's contract to expire on December 14, 2018. Niche will be eligible to submit an offer for a new PSS contract on or after December 14, 2019.

If you have any additional questions or concerns, please contact me at (202) 501-0563.

Sincerely,

(b) (6)

Jeffrey A. Post  
Associate Administrator

Enclosure

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<sup>1</sup> I-FSS-639

**SCP-FSS-001-N INSTRUCTIONS APPLICABLE TO NEW  
OFFERORS (APR 2018) (ALTERNATE VII – JUL 2016)**

- (a) Read the entire solicitation document prior to preparation of your offer.
- (b) Electronic submission of offers via GSA's eOffer web-based application (<http://eOffer.gsa.gov>) is mandatory.
- (c) Offers must be current, concise, and complete, and demonstrate a thorough understanding of solicitation requirements. By submission of an offer, the offeror attests that there have been no exceptions taken to the terms and conditions of this solicitation unless otherwise explicitly identified as required in eOffer (see "Exceptions to Terms and Conditions" under the Standard Response module).
- (d) If the offeror was previously awarded a Schedule contract that was cancelled or allowed to expire due to low or no sales, a new offer for the same Schedule will not be considered unless a minimum of 12 months have passed since the effective date of the cancellation or the expiration date of the previous contract. Any offer submitted prior to the completion of this 12-month period will be rejected.
- (e) By submission of an offer, the offeror attests that it understands and agrees to comply with the requirements of clause 552.238-74 *Industrial Funding Fee and Sales Reporting (Alternate I)*.
- (f) In addition to full compliance with the requirements of this provision (SCP-FSS-001-N), the offeror must also comply with the following provisions, as applicable. Failure to comply with an applicable provision will result in rejection of the offer.

Solicitation provisions and their applicability are detailed below:

- (1) SCP-FSS-002 *Specific Proposal Submission Instructions for Services* – Applies to all offers that propose services, with the exception of offers submitted under Schedule 70.
- (2) SCP-FSS-003 *Specific Proposal Submission Instructions for Products* – Applies to all offers that propose products, with the exception of offers submitted under Schedule 70.
- (3) SCP-FSS-004 *Specific Proposal Submission Instructions for Schedule 70* – Applies only to offers submitted under Schedule 70 - General Purpose Commercial Information Technology Equipment, Software, and Services.
- (4) SCP-FSS-005 *Special Proposal Instructions for Products for Schedule 751* – Applies only to offers submitted under Schedule 751 - Leasing of Automobiles and Light Trucks.
- (5) SCP-FSS-006 *Special Proposal Instructions for Products and Services for Schedule 23V* – Applies only to offers submitted under Schedule 23V - Automotive Superstore.

Offerors proposing both products and services must comply with the requirements of SCP-FSS-002 and SCP-FSS-003. Offers submitted under Schedule 70 are required to comply with SCP-FSS-004 only, regardless of whether products and/or services are offered.

- (g) The following documents must be submitted by all offerors and are detailed in paragraph (j). See SCP-FSS-002, 003, 004, 005, and 006, as applicable, for additional documents that are required based on specific product and service offerings.

The following documentation requirements are completed directly through the eOffer application:

- (1) *Pathway to Success* training completion verification,
- (2) Active System for Award Management (SAM) registration verification,
- (3) Small Business Subcontracting Plan (if applicable),
- (4) Technical Proposal,
- (5) Price Proposal (applicable to products only).

The offeror must complete and upload the following documents to the eOffer application:

(C) If a contract was previously awarded under THIS Schedule, and it was subsequently cancelled or allowed to expire due to low sales, a detailed description of the steps the offeror plans to take to generate sales through a new contract that includes the following:

- 1) A copy of the cancellation letter or notification of determination not to exercise an option,
- 2) Current Federal sales in excess of \$25,000, as evidenced by copies of contractual documents that identify the Federal entity and the date and value of the product or services provided,
- 3) Demonstration that there is a reasonable expectation that any future award will comply with clause I-FSS-639 *Contract Sales Criteria*,
- 4) A marketing plan detailing the steps you plan to take to generate sales through a new GSA Schedule contract.

(D) Information regarding any pending offers under other Schedules, to include the name and phone number of the assigned GSA contract specialist,

(E) Information regarding any currently awarded GSA Schedule contracts, to include the awarded contract number and price list.

v. The offeror must upload to eOffer financial statements for the previous two-year period (audited, if available). At a minimum, each financial statement must consist of a balance sheet and income statement. GSA will use this information to determine financial responsibility. Provide an explanation for any negative financial information disclosed, including negative equity or income. Offerors may be required to provide letters of credit or other documentation to demonstrate that adequate financial resources are available. In accordance with Federal Acquisition Regulation (FAR) 9.103(a), contracts will only be awarded to responsible prospective contractors. To be determined responsible, an offeror must have adequate financial resources to perform the contract or the ability to obtain them. Note that 1.) submission of a GSA Form 527 does not meet the aforementioned requirements, and 2.) offerors are NOT to submit tax returns.

vi. The offeror must prepare and submit a Small Business Subcontracting Plan, if applicable. The offeror is to complete the Small Business Subcontracting Plan module in eOffer if, pursuant to the applicable NAICS codes and size standards, the offeror is determined to be other than a small business concern for purposes of this solicitation. Large businesses, nonprofit organizations, and educational institutions are advised of the requirement to submit a Small Business Subcontracting Plan as detailed in clause 552.219-72 *Preparation, Submission, and Negotiation of Subcontracting Plans*, incorporated by reference. The Government will review each plan to ensure it is consistent with the provisions of this clause. Subcontracting plans are subject to negotiation, along with the terms and conditions of any contract resulting from this solicitation. The offeror's subcontracting plan must be approved by the contracting officer prior to award. Failure to submit a Small Business Subcontracting Plan when required will result in the rejection of your offer.

Note: GSA's subcontracting goals can be found at the following website:  
<https://www.sba.gov/contracting/contracting-officials/goaling>.

vii. Unless otherwise requested, the offeror shall not submit brochures, newsletters, or other marketing materials.

viii. An Agent Authorization Letter must be uploaded to eOffer if a consultant or third-party agent assisted in the preparation of the offer, will be involved in any part of the negotiation of the offer, or will be involved in any post-award actions. The template for the Agent Authorization Letter can be found as an attachment to the solicitation. The Agent Authorization Letter has both pre- and post-award delegations. For any resultant contract, the contractor is responsible for initiating a modification to ensure all authorized

products/services.

(C) The offeror must upload to eOffer one (1) copy of the completed Past Performance Evaluation and one (1) copy of the order form. Failure to submit the completed evaluation and order form will result in rejection of the proposal.

(D) The offeror must address any negative feedback for each of the feedback categories contained in the ORI report, to include actions taken to minimize the problems that resulted in negative feedback.

iii. **Factor Three - Quality Control.** The offeror must utilize the module in eOffer to provide a narrative that addresses quality control. This narrative cannot exceed two (2) pages (10,000 characters) and must address the following:

(A) A description of internal review procedures that facilitate high-quality standards,

(B) Identification of individuals responsible for ensuring quality control,

(C) Whether or not subcontractors are used and, if so, the quality control measures used to ensure acceptable subcontractor performance,

(D) How potential problem areas and solutions are handled,

(E) The procedures for ensuring quality performance when meeting urgent requirements,

(F) How quality control will be managed when completing multiple projects for multiple agencies simultaneously.

### (3) Section III – Price Proposal

i. For PRODUCTS, the offeror must utilize the template in eOffer to submit proposed pricing. For SERVICES, the offeror must utilize the "Price Proposal Template for Services" and the "Price Proposal Text File Template for Services" to prepare its pricing proposal, and \*both\* completed templates must be uploaded to eOffer (these templates are provided as an attachment to all solicitations that include services). The proposed pricing structure for products and/or services must be consistent with the offeror's commercial practices. Pricing must be clearly identified as based either on a "Commercial Price List" or a "Commercial Market Price," as defined in FAR 2.101 (see "Catalog Price" and "Market Prices" under the definition of "Commercial Item").

ii. The offeror must propose a mechanism for future price adjustments, as detailed below:

(A) If proposed pricing is based on a commercial price list, submit a copy of the company's current, dated price list, catalog, or standard rate sheet (note that this must be an existing, standalone document, and not prepared for purposes of this solicitation). Future price adjustments for pricing based on a commercial price list are subject to clause 552.216-70 *Economic Price Adjustment – FSS Multiple Award Schedule Contracts*.

OR

(B) If proposed pricing is based on commercial market prices, future price adjustments are subject to clause I-FSS-969 *Economic Price Adjustment – FSS Multiple Award Schedule*. The offeror must either propose a fixed annual escalation rate or identify a relevant market indicator (e.g., the Bureau of Labor Statistics Employment Cost Index).

v. Travel will be handled in accordance with clause C-FSS-370 *Contractor Tasks/Special Requirements*. Costs for transportation, lodging, meals and incidental expenses are allowable subject to the limitations contained in the Federal Travel Regulations and/or Joint Travel Regulations. These costs should not be included in proposed prices, as they



Maury Mungin - PG-C &lt;maury.mungin@gsa.gov&gt;

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**Fwd: Government Contracts**

1 message

**Larnell Exum - S** <larnell.exum@gsa.gov>

Fri, Dec 21, 2018 at 11:55 AM

To: Maury Mungin - PG-C &lt;maury.mungin@gsa.gov&gt;, Deshawn Butler - PGQ-C &lt;deshawn.butler@gsa.gov&gt;, Executive Secretariat &lt;executive-secretariat@gsa.gov&gt;

Cc: Erin Mewhirter - S &lt;erin.mewhirter@gsa.gov&gt;, Brenda Short - S &lt;brendaa.short@gsa.gov&gt;, LaVerne Jordan - S &lt;laverne.jordan@gsa.gov&gt;, Antoinette Reaves - S &lt;toni.reaves@gsa.gov&gt;

Maury, et al,

Please control to FAS, AA Post will sign the response.

Regards,

Larnell B. Exum  
Executive Response Specialist  
Office of Congressional and Intergovernmental Affairs  
General Services Administration  
Direct 202-969-4100

----- Forwarded message -----

From: **'Anthony, Justin (Lee)' via GSA Congressional Affairs** <GSACongressionalAffairs@gsa.gov>

Date: Fri, Dec 21, 2018 at 10:56 AM

Subject: Government Contracts

To: [gsacongressionalaffairs@gsa.gov](mailto:gsacongressionalaffairs@gsa.gov) <[gsacongressionalaffairs@gsa.gov](mailto:gsacongressionalaffairs@gsa.gov)>

Good Morning,

We have a constituent, (b) (6) Niche Associates. Niche Associates had a Government Contract that was canceled on December 14, 2018. The individual who they spoke to at GSA (I do not have their name) seemed to imply that this business could reapply for a contract right away. Our office is trying to figure out if that is the case or if this business must wait two years prior to applying again.

Thank you in advance for your help and I hope you have a wonderful Holiday season!

Justin Anthony

Business Outreach Director

United States Senator Mike Lee

125 South State Street, Suite 4225

Salt Lake City, Utah 84138

[\(801\) 524-5933](tel:8015245933) – office



12/21/2018

GSA.gov Mail - Fwd: Government Contracts



**Niche Associates Privacy Release.pdf**

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